



## Illingworth Library Services / Charges

<b>Service</b>				<b>Charge Per Page</b>
<b>Printing</b>				<b>Self Service</b>
A4	B&W			5p
A3	B&W			10p
A4	Colour			25p
<b>Photocopying</b>				
		<b>B&amp;W</b>	<b>Colour</b>	
A4		5p	25p	
A3		10p	50p	
<b>Acetates</b>				<b>Each</b>
				15p
<b>Document Lamination</b>				<b>Self Service</b>
A4 /A3 (own pouches used)				Free
A4				25p
A3				50p
<b>NB. It may not be possible for staff to carry out lamination immediately - A collection time will be agreed.</b>				
<b>Unibind Steel Binding</b> - A4 documents bound using Steelcrystal				
1 –25 pages				£3.00
26 – 55 pages				£4.00
56 – 100 pages				£4.50
101 – 160 pages				£5.00
<b>Plastic Comb Binding</b>	<b>Comb only</b>	<b>Acetates/Card Only</b>	<b>Self Service (inc covers &amp; comb)</b>	<b>Library Service (inc covers &amp; comb)</b>
Up to 8 mm	25P	25p	50p	£1.50
10 – 19 mm	50P	25p	75p	£2.50
20mm +	75P	25p	£1.00	£3.50
<b>NB. It may not be possible for staff to carry out binding immediately - A collection time will be agreed.</b>				
<b>Stationery</b>				<b>Per Item</b>
Pens				20p
Pencil				10p
Small Envelopes				5p
Large Envelopes				10p
A4 Document Punched Pocket				5p
A4 Cut Back Document Wallet				10p
A4 Paper – Per Sheet				1p
A4 Lined Note Pad				£2.50
<b>Library Stock</b>				
<b>When an item on loan is not returned, lost or damaged the borrower will be charged for the replacement cost of the item as stipulated by the library (as per the library regulations)</b>				